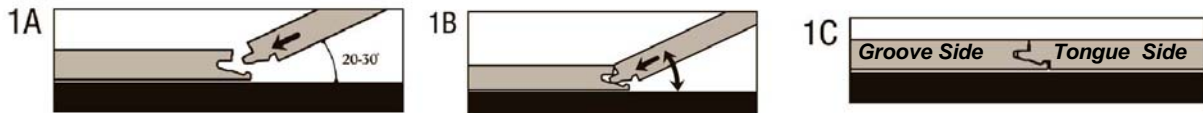


COLUMBIA FLOORING® LAMINATE INSTALLATION INSTRUCTIONS

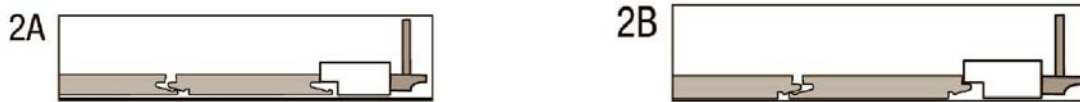
General

Columbia Flooring floor panels use Uniclic® technology, a revolutionary system for installing laminate floors without using glue. The panels can be clicked together simply, thanks to the ingenious shape of the tongue and groove. Uniclic® is unique because you can install the planks in two different ways:

Method A (Angle-In installation method): Position the panel to be installed at an angle of 20 to 30° to the panel already installed. Move the panel gently up and down while exerting forward pressure. The panels will automatically click into place. You can either insert the tongue into the groove, or the groove on to the tongue. The tongue into the groove is the easiest method. (See diagrams 1A - 1B - 1C.)



Method B (Flat Installation method): With Uniclic® you can also tap the panels into each other without lifting. For this method you must use the special Uniclic® tapping block. The planks should not be joined with a single tap and the tapping block should be sitting flat on the floor. To avoid damaging the panels you must tap them together gradually. (See diagrams 2A - 2B.) Use this method only in cases where you are unable to use the Angle-In method (see below). The rest of your floor should be installed using the Angle-In method.



Tools for installing the floor

For best results, it is essential that you follow the installation instructions exactly. Besides the regular tools for installing laminate floors (i.e. hammer, saw, pencil, measure) you will also need the following accessories.

- Uniclic installation kit (pull bar, spacers (1-8 mm / 0.039" - 0.315") and Uniclic®-adapted tapping block)
- underlayment system
- maintenance products

The use of accessories other than Columbia Flooring® accessories might cause damage to the Columbia Flooring® floor. In such case, the guarantee provided by Columbia Flooring® will be void. We recommend using only Columbia Flooring® accessories as these have been specially designed and tested for use with Columbia Flooring® floor panels.

It will generally be necessary to saw some flooring panels during installation. To obtain a clean cut, the pattern side should face down when you use a jigsaw, saber saw or circular handsaw and up when you use a handsaw, table saw or a crosscut saw.

10 focus points

1. Thanks to the Uniclic® system, the floor floats and is installed without glue. You can walk on the floor during and immediately after installation.
2. With Uniclic® panels you can choose where you want to begin. Think about what will be the easiest way to install the floor. We will demonstrate the installation for right-handed people, from left to right. You can work in the other direction if you want.
3. Make sure the panels are mixed sufficiently when you install them so that you do not end up with too many identical, light or dark panels next to each other.
4. Check all panels in daylight before and during installation. Defective panels must never be used.
5. The floor should preferably be installed parallel to how the light enters the room. The ideal conditions are 15-20°C (59-68°F) at a relative humidity of 50-60%.
6. Under normal conditions*, Columbia Flooring® floor panels requires no acclimation period. Outside of the normal conditions, let the planks acclimate for 48 hours in the unopened packaging at the normal room temperature in the middle of the room where the floor is to be installed. *Normal conditions means a difference of no more than 25°F and 20% relative humidity between the stocking/transportation environment of the flooring and the final installation environment of the flooring.
7. Room humidity and temperature can vary according to the season, so it is vital that the floor is able to expand and contract. For

this reason, make sure you leave a minimum expansion joint of 8 to 10mm (5/16" to 3/8") on all sides of the floor, around pipes, thresholds, under doors and around any fixed /stationary objects (floor vents, kitchen islands, etc..).

8. Large rooms must have expansion joints every 13m (40 feet) width-wise to the panels and every 13m (40 feet) length-wise. We recommend having an expansion joint between different rooms (e.g. under the door). Expansion joints can be finished by means of a molding that is attached to the sub-floor.
9. Ensure the end joints of the panels in two successive rows are never in line. Always ensure that the joints are staggered by at least 15cm / 6 inches.
10. We recommend you purchase a few extra cartons of flooring. This will be useful to you if you have some damaged pieces, miscalculate the size of the room or miss cut some pieces. This also will help you if your floor needs a repair but your product is no longer manufactured.

Preparing the room

- Check that the doors can still open and close after the floor and underlayment have been installed (minimum +1cm (3/8")).
- Check whether the old molding can be removed. You can also leave the wall base and finish the floor with Columbia Flooring® profiles.
- Make sure the sub-floor is flat. Any unevenness greater than 2mm (1/16") over the length of 1 meter (40") must be smoothed out. It is vital that you use an underlayment to smooth any unevenness in the base floor. The specially designed Columbia Flooring® underlayment has a damp-proof, insulating, noise-reducing and leveling function. The smooth top surface makes installing the floor panels easier and ensures ample expansion afterwards. You can find more information about Columbia Flooring® underlayment and how to install them on the underlayment packaging or at your dealer.
- Make sure the sub-floor is clean and dry.

CONCRETE SUBFLOOR:

New Construction:

- A new concrete floor must dry at least 1 week per 1cm (3/8") thickness up to 4cm (1-1/2"). Sub-floors thicker than 4cm (1-1/2") require twice as much drying time. For example, a 6cm (2-1/2") concrete sub-floor must dry for at least 8 weeks. The moisture content must be less than 2.5% (CM method) or less than 5 lbs/24 hours per 1000sq ft (Calcium chloride method ASTM 1869).
- If there is under-floor heating, the sub-floor must not exceed 28.8°C (84°F) and the moisture content must be less than 1.5% (CM method). You do need to follow special installation instructions. Please ask your dealer for more information.

Renovation:

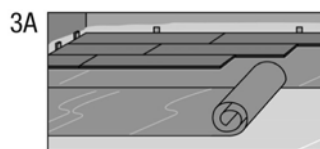
- Remove any damp-porous floor covering (carpet, needle felt, etc.) first.
- Damp-sealed floor covering (PVC, linoleum, VCT, etc.) does not have to be removed. Always use underlayment. We recommend using Columbia Flooring® underlayment.

WOODEN SUBFLOOR

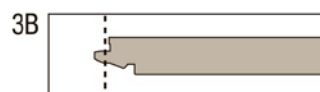
- Remove any existing damp-porous floor covering first.
- Make sure the sub-floor is stable. Nail down any loose parts and apply a leveling layer if necessary.
- Install the Uniclic® panels crosswise to the direction of the existing sub-floor.
- It is necessary that the crawl space under the plank floor be sufficiently ventilated. Remove any obstacles and provide sufficient ventilation (minimum 4cm (1-1/2") of total ventilation holes per meter (40") of floor). The moisture content of the wood may not exceed 12%.

Installing the floor

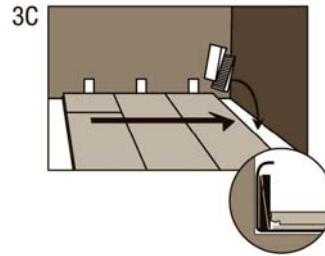
- First install the underlayment, per width and gradually as you progress. If the underlayment is pre-mounted on the panels, then only use the damp-proof moisture barrier with adhesive tape as provided. For Concrete, let the moisture barrier run up the wall a bit before cutting to size. For wood, cut the moisture barrier 1 inch from the wall. A molding will be attached to this later. (See diagram 3A.)



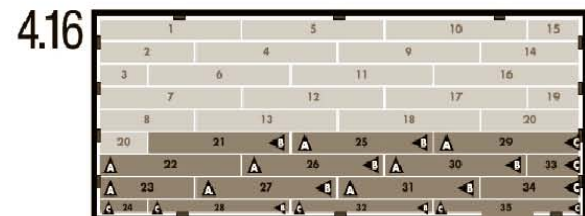
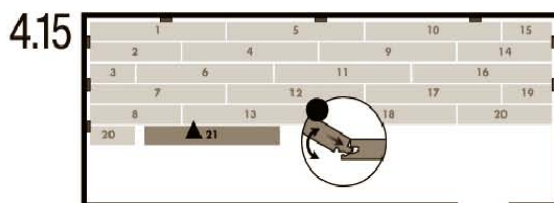
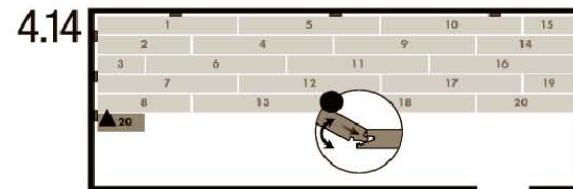
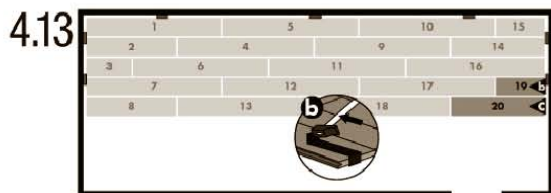
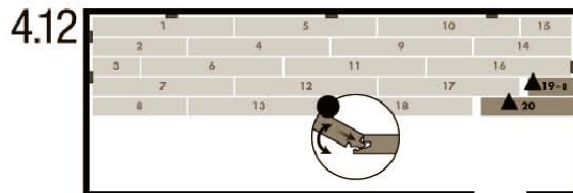
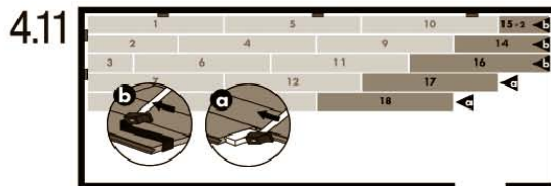
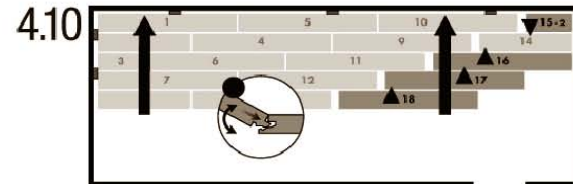
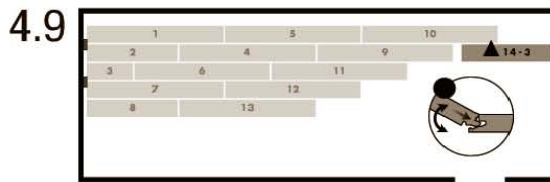
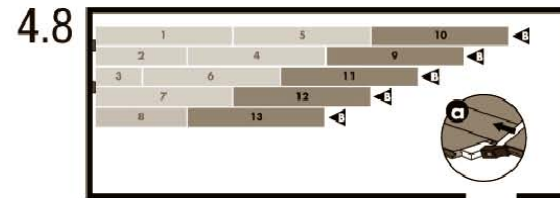
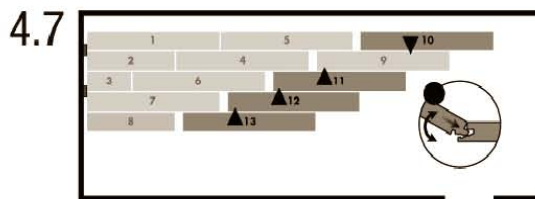
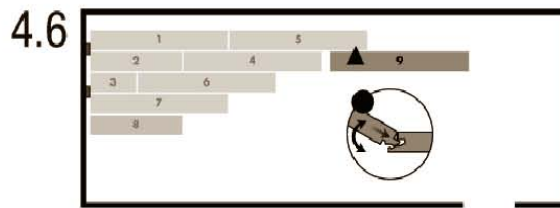
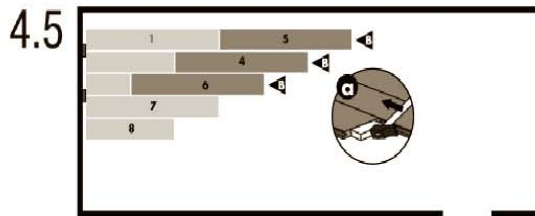
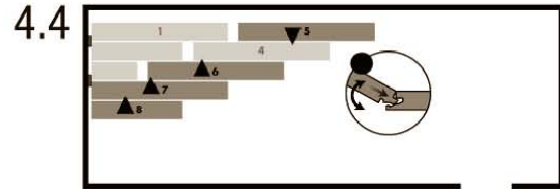
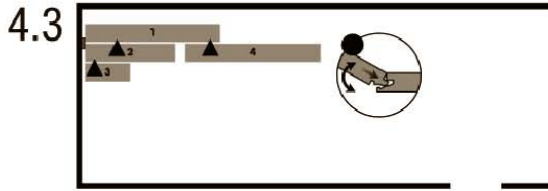
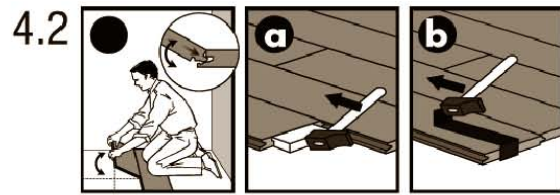
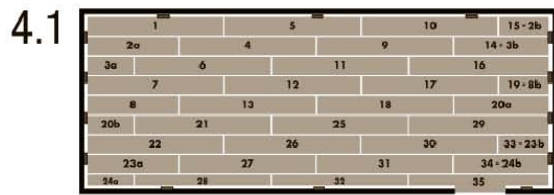
- Begin the first row with a whole plank. First saw off the tongue on both the long and the short sides. (See diagram 3B.)



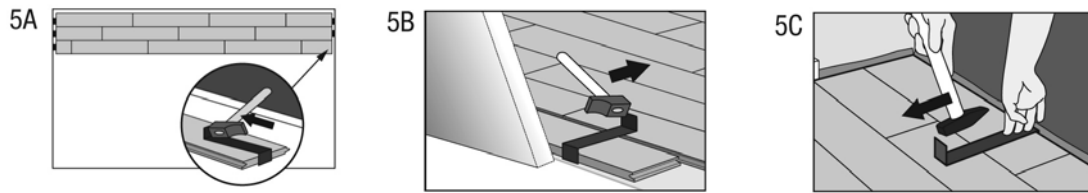
- Put the plank with the sawn off sides against the walls. Put spacers from the installation kit between the planks and the wall. This will ensure that your expansion joint is wide enough: 8 to 10mm (5/16" to 3/8"). (See diagram 3C.)



The diagrams below indicate where the Uniclic® panels are clicked together by angling up and down or where they are tapped together flat. Follow the diagrams precisely. (See diagrams 4.1 through 4.16.)



- In places where it is too difficult to install the Uniclic® planks with the tapping block (e.g. against the wall), you can tap them together using the pull bar and a hammer. (See diagrams 5A - 5B - 5C.)



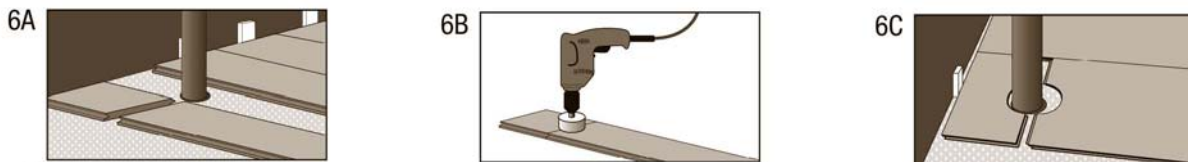
- There must be an 8 to 10mm (5/16" to 3/8") expansion joint between the last row and the wall. Keep this in mind when sawing the last row of panels.

Wet Areas

Since prolonged water exposure could damage your laminate flooring, the following installation recommendations should be closely followed to validate your residential water warranty. Wet areas would include, but are not limited to, bathrooms, powder rooms, kitchens, mud rooms, foyers, and laundry rooms. Neither Columbia Flooring® floor panels nor Columbia Flooring® accessories are recommended for extreme humid applications such as in saunas or swimming pool areas. The water warranty excludes all products thinner than 8mm and does not apply to bevelled edge products when used in bathrooms. An expansion area of 8 to 10mm (5/16" - 3/8") must be provided around all vertical obstructions including walls, permanent cabinets, pipes etc. All perimeter expansion areas must be completely filled in with a water repellent sealant. When applying sealant, it is helpful to first apply a strip of masking tape parallel to and approximately 1mm (1/32") from the edge of the flooring. Then fill the expansion area with sealant, remove any excess with a plastic scraper or putty knife, then remove the tape. Let dry for 24 hours before exposure to water.

Pipes

In rows where there is a pipe, make sure the pipe falls exactly in line with the short side of two panels. Take a drill bit with the same diameter as the pipe plus 20mm (3/4") for the expansion. Click the panels together on the short side and drill a hole in the center of the joint between the two panels. Now you can install the panels in the floor. (See diagrams 6A-6B-6C.)



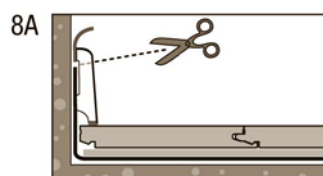
Under doorframes

When sawing the panels, ensure that the expansion joint under the door is at least 10mm (3/8"). If you cannot lift the panel, use an adapted tapping block or pull bar and hammer to tap the panels together with the planks flat on the floor. (See diagrams 7A-7B.)



Finishing

- Remove all spacers.
- Install the molding on the plastic membrane that runs up the wall from under the floor. Never attach the molding to the floor. This method allows the floor to expand and contract under the molding. (See diagram 8A.)
- For a perfect finish around pipes, use rosettes or caulking.
- In places where profiles or skirting cannot be placed, fill expansion gaps with caulking.



Precautions

- Protect furniture and chair legs with proper felt or rubber caps.
- Avoid bringing dirt, water and sand indoors by providing a suitable floor mat at all outside doors.

- Use (office) chairs and seats with soft rubber wheels that are suitable for a laminate floor and/or use a suitable desk mat.
- Ensure that humidity in the room is always at least 50%. Use a humidifier if you need to.

Maintenance

- The smooth surface of your laminate means it never retains dirt or dust.
- Never use wax or varnish coating on the floor.
- For dry maintenance, we recommend using a micro-fiber duster (flipper) or vacuum cleaner.
- For slightly damp maintenance, we recommend using an appropriate laminate flooring cleaning product, which you spray directly and lightly on the micro-fiber duster (see instructions). Always wipe dry immediately until no more moisture is visible on the floor. The use of other cleaning products might damage your floor. For bevel edge products, we strongly recommend dry cleaning only.
- Do not use of any type of cleaning machine such as spray mops, steam cleaners/ mops or power cleaners.
- Wet maintenance is absolutely forbidden. Remove any standing water immediately.
- To remove stubborn stains carefully, we recommend using acetone based fingernail polish remover. Never use scouring products!
- In case your floor needs repair, Columbia Flooring® has a tool called Unifix, which allows the damaged floor plank to be easily removed in minutes without replacing the entire floor. For Unifix to work properly the required expansion gap must be in place around the room's perimeter and extra flooring should be available for use in the repair.

Enjoy your floor.

ATTN: INSTALLERS – Caution: Wood Dust

Sawing, sanding and machining wood products can produce wood dust. Airborne wood dust can cause respiratory, skin and eye irritation. The International Agency for Research on Cancer (IARC) has classified wood dust as a nasal carcinogen in humans.

Precautionary Measures: Power tools should be equipped with a dust collector. If high dust levels are encountered use an appropriate NIOSH-designated dust mask. Avoid dust contact with skin and eyes.

First Aid Measures in case of irritations: In case of irritation flush eyes and skin with water for at least 15 minutes. For questions please contact Technical Services at: 1-888-387-9882, option 1.

IMPORTANT HEALTH NOTICE FOR MINNESOTA RESIDENTS ONLY: THESE BUILDING MATERIALS EMIT FORMALDEHYDE. EYE, NOSE, AND THROAT IRRITATION, HEADACHE, NAUSEA AND A VARIETY OF ASTHMA-LIKE SYMPTOMS, INCLUDING SHORTNESS OF BREATH, HAVE BEEN REPORTED AS A RESULT OF FORMALDEHYDE EXPOSURE. ELDERLY PERSONS AND YOUNG CHILDREN, AS WELL AS ANYONE WITH A HISTORY OF ASTHMA, ALLERGIES, OR LUNG PROBLEMS, MAY BE AT GREATER RISK. RESEARCH IS CONTINUING ON THE POSSIBLE LONGTERM EFFECTS OF EXPOSURE TO FORMALDEHYDE. REDUCED VENTILATION MAY ALLOW FORMALDEHYDE AND OTHER CONTAMINANTS TO ACCUMULATE IN THE INDOOR AIR. HIGH INDOOR TEMPERATURES AND HUMIDITY RAISE FORMALDEHYDE LEVELS. WHEN A HOME IS TO BE LOCATED IN AREAS SUBJECT TO EXTREME SUMMER TEMPERATURES, AN AIR-CONDITIONING SYSTEM CAN BE USED TO CONTROL INDOOR TEMPERATURE LEVELS. OTHER MEANS OF CONTROLLED MECHANICAL VENTILATION CAN BE USED TO REDUCE LEVELS OF FORMALDEHYDE AND OTHER INDOOR AIR CONTAMINANTS. IF YOU HAVE ANY QUESTIONS REGARDING THE HEALTH EFFECTS OF FORMALDEHYDE, CONSULT YOUR DOCTOR OR CALL YOUR LOCAL HEALTH DEPARTMENT.

WARNING! DO NOT MECHANICALLY CHIP OR PULVERIZE EXISTING RESILIENT FLOORING, BACKING, LINING FELT, ASPHALTIC "CUTBACK" ADHESIVES OR OTHER ADHESIVES.

These existing products may contain either asbestos fibers and/or crystalline silica. Avoid creating dust. Inhalation of such dust is a cancer and respiratory tract hazard. Smoking by individuals exposed to asbestos fibers greatly increases the risk of serious bodily harm. Unless positively certain that the product is a non-asbestos containing material, you must presume it contains asbestos. Regulations may require that the material be tested to determine asbestos content and may govern the removal and disposal of material. See current edition of the Resilient Floor Covering Institute (RFCI) publication "Recommended Work Practices for Removal of Resilient Floor Coverings" for detailed information and instructions on removing all resilient covering structures.

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